

**BOROUGH OF WIND GAP
29 MECHANIC STREET
WIND GAP, PA 18091
863-7288
FAX 863-1011**

The Council meeting of the Borough of Wind Gap on Tuesday, June 17, 2014, was called to order at 7:30 p.m. by Council President, George Hinton, at which time he reminded those present that the meeting was being recorded. In attendance were Councilmen: Jon Faust, David Valley, Kerry Gassler, Tony Curcio, Joe Weaver and Dave Hess. Also in attendance were Borough Solicitor Ronold Karasek, Borough Engineer Brian Pysher and Borough Administrator Louise Firestone. Absent was Mayor James Shoemaker.

PUBLIC COMMENT

No one appeared before Council at this time.

APPROVAL OF MINUTES

On motion by Tony Curcio to approve the minutes of the Special Meeting of June 2, 2014 Council meeting and seconded by David Valley. Roll call vote taken. In favor: T. Curcio, K. Gassler, D. Hess, D. Valley, J. Weaver. Abstained: J. Faust, G. Hinton. Motion carried with a vote of 5-0-2.

On motion by Kerry Gassler to approve the minutes of the June 2, 2014 Council meeting and seconded by Tony Curcio. Roll call vote taken. In favor: K. Gassler, D. Valley, J. Weaver, T. Curcio. Abstained: J. Faust, D. Hess, G. Hinton. Motion carried with a vote of 4-0-3.

COMMITTEE REPORTS

1. EMS – Kerry Gassler reported the Ambulance had 82 trips in the month of May for a total of 366 year-to-date. They had a coin toss last month. There will be a meeting tomorrow night.
2. Fire Company – Jon Faust reported that the Fire Company responded to 7 calls in the month of May for a total of 64 year-to-date.
3. Zoning – Tony Curcio reported that the Zoning Hearing Board received no new applications, so no meeting will be held in July.
4. Planning – Brian Pysher reported that the Muschlitz Land Development Plan will be heard by the Planning Commission in July because they reconfigured the buildings.
5. Municipal Authority – Joe Weaver reported that the Wind Gap Municipal Authority held their monthly meeting on May 28, 2014. Representatives from Turkey Hill were present to discuss how to make their facility compliant. Turkey Hill is supposed to have an outdoor grease trap in place, but they do not. They are submitting plans proposing an indoor grease trap and hoping that the Authority will approve those plans.
The Authority is planning on two (2) potential projects:
1 - The Authority made a motion to get an estimate to replace pipe on Roosevelt from Center Street to Eighth Street
2 - Replace pipe on Broadway from Constitution up to Tribe Lane.

Brian confirmed that the next Authority meeting will be on Wednesday, June 25, 2014. The Borough received a complaint about the condition of Eighth Street and the trench where the Authority had previously installed a new sewer line. The trench in the street is sinking and getting much worse. Brian asked Joe to relay this to the Municipal Authority and advise that the patch work should still be within the 18 month maintenance period. Joe stated that he would contact the Authority immediately.

6. Streets – Jon Faust reported the street activity for May was cutting grass, patching pot holes, cleaning debris from the storm drains, hanging Welcome to Wind Gap banners, completing the street sweeping, taking delivery of the new roller, and had the backhoe tire repaired. Put up Car Show banner, Summers Sounds tent, hauling mulch for park clean-up day and removing tire ruts in the lower field from the Car Show.

The salt shed is in jeopardy of collapsing and falling down. The Street Department stabilized the walls until a decision is made regarding removing or repairing the structure. Jon recommends tearing the building down. Kerry suggested that with the area at the new borough building, Council should find a new area on that property for a salt shed. Brian would recommend using poured concrete because it tends to hold up better. An additive would be used in the concrete to prevent the salt from deteriorating the concrete. Bushkill Township just constructed a new salt storage shed last year that was 8' of concrete with a 10' steel building on top of it - 50'x50' building at a cost of \$100,000 to \$200,000. The proposed size would be 40'x40'. Council asked Brian to modify the specifications for a new salt storage building for the next Council meeting on July 14, 2014.

Jon asked for Council input regarding repairing streets in the Borough. Council purchased a roller to be used by the street workers. Rich went around the Borough to get an estimate of area for the streets to be repaired. He calculated a total of approximately \$9,700 just for the material, which does not include hauling the material. Rich got pricing for renting a paver/labor - \$75/hr for a truck, \$150/hr for labor, \$2,900/wk for a paver. Council has tipping fee funds, liquid fuels money and money set aside in conjunction with a past land development project on North Broadway. Brian stated that there would be no way to finalize a bid specification for total reconstruction for Alpha this year so he suggested patching the areas properly to withstand this winter. He suggested contacting Bushkill Township to inquire about compensation to utilize their manpower. Ron Karasek cautioned that an Intermunicipal Agreement would have to be entered into with Bushkill Township in order to use their equipment and/or their labor. It would take some time and money to entered into an agreement. Rich advised Council that Alpha Road should be shut down and detour traffic around the block in order to make a safe work area. It was decided that the street should be posted for a start date and completion of the street repair project to notify residents of the impending construction, but work should not begin until after July 4, 2014. Longcore Road will be reviewed for an area to be repaired.

7. Police - Mayor Shoemaker was absent.

8. Park – David Valley reported that the Park Board on June 10, 2014. The board will change the sign downtown every two weeks for the Summer Sounds Concerts. He asked to have a copy of the arborist report forwarded to Cathie Yob. He asked that any vandalism reports be forwarded to Cathie Yob. He asked why the picnic tables in the kiddie play area were not put back in after the renovations. Brian replied that area was re-designed for safety and the tables were mobile and could be moved into the safety fall zone. The tree that was placed in the park for the tree lighting will be taken down and replaced. The bushes by the monument need to be pulled out. The board chose a replacement swing set - 57'x40' at a cost of \$3,400 plus \$600 for shipping. They estimate a total of \$6,000 for mulch. Brian will have to contact PA Labor and Industry to verify if a drawing and permit if required. Matt Dietz knows the specifications, so Brian will make contact with him. Discussion regarding limiting the weight on the swings if it is property posted. The insurance carrier will be contacted to assist in sign language. He stated that the switch in the bandshell is being tampered with on a regular basis. Discussion regarding installing a lockbox, but that has been done in the past

and it was broken off and the breaker stolen. George again suggested upgrading the camera system so that the individual(s) responsible can be arrested. It has been an issue with the current cameras because someone has to take time to look at the camera and that has not happened in the past. The new technology of the camera systems can be integrated with the new system at the municipal building. Cameras are now sensor activated so recording would begin once the camera detect movement. This should be looked into as soon as possible. George reported that the car show people pulled the cooler out of the small stand with food in it and left it for the street department to clean up. They also leave the large food stand a mess every year and the Fire Company cleans the kitchen prior to their carnival. The WGAA is not charged for rent the pavilions or the kitchens so if they do not clean up there is no repercussions for them. The reservation form for renting the kitchen requires a security deposit so maybe the WGAA should be charged that fee also in an attempt to get them to clean up after the car show. Council decided to invite Tony Borger, Wind Gap Athletic Association, to the July Council meeting.

9. 911 – Tony Curcio had nothing to report.

10. Tipping Fees - Tony Curcio had nothing to report.

11. Municipal Building – Brian Pysher reported that all the flooring material has been purchased and he is in the process of obtaining quotes for installation. Some painting has been completed and currently the committee is looking for a painting quote to finish downstairs. The exhaust fans for the garage were delivered today. The ceiling grid work and the tiles will be installed this week. The majority of the new doors have been painted. The HVAC contractor only have about one day of work to finish the office area and the upstairs and then they will move out into the garage to complete that work. The steel doors sit on top of the flooring so once the flooring is installed the door can be hung. Discussion on whether to change the meetings to Wednesday at 4:30. To be discussed further.

12. Regional Police – Dave Hess reported had nothing to report.

13. Park Master Plan – Joe Weaver reported that the committee met today to review the changes from DCNR. Joe stated that a little more information is needed to add to the scope of work. Gina McNamara will be working on information. He said that he needs some information from Louise. Once the additional information is obtained, they will be submitting the paperwork to DCNR.

MAYOR'S REPORT

Mayor Shoemaker is on vacation.

NEW BUSINESS

1. Protocol - Open Burn Ordinance Enforcement. Jon Faust reported that the Fire Company has been receiving calls regarding outdoor burning. He asked how to proceed with enforcement. He explained that there is an open burning ordinance and the guidelines are specifically outlined in the ordinance. The burning has to be confined to a container of a specific cubic feet, it has to have a grate covering the container with less than 1/4" holes, burning during the week, can burn on Saturday, but must be done by 4:00 p.m., but no burning on Sunday, must be 50' away from buildings and woods, etc. He has received phone calls after 11:00 p.m. because of complaints of smoke in the air. Most people put out the fire if they are to about the burning ordinance. The complaints are not specific to one or two residents/properties, but becoming more of a problem throughout the Borough. Chief Armitage advised that if the property owner does not put a fire out, the Fire Chief needs to contact the Police and the person will be cited as outlined in the Open Burn Ordinance.

2. Attorney Karasek informed Council that he received a phone call from Kim Guerin, a resident at 333 North Broadway, regarding a fellow parking his truck on her property/alley and stated that she believes that it is the Borough's responsibility to take care of this issue. She indicated that if the Borough does not take care of this, she will be suing the Borough. Brian explained that he has been dealing with her. There is a private alley there that is referred to in both of their deeds, but it is not a Borough alley. The neighbor to the north had a survey done, the surveyor placed the pins, established, marked and labeled it as a ten (10') alley. He parks his truck where his surveyor indicated the 10' alley exists. She insists that it is a Borough alley even though Brian has researched it and informed her that there is no record of the Borough ever ordaining it as an alley. Ultimately, it is a private issue between two property owners because according to his deed and subsequent survey he has a right to use that alley. Attorney Karasek informed Ms. Guerin that from what he was hearing from her it sounded like a private matter between neighbors. Attorney Karasek recommends that the Borough not get involved in any private matters involving neighbors. She stated that this is not a private matter because there are violations of Borough ordinances occurring. Attorney Karasek informed her to make a request to Borough Council to look into the matter or come to a Council meeting to explain her issue.

OLD BUSINESS

1. GIS. Kerry asked for an update with regarding to the GIS. George stated that one meeting was held and when the new administrative assistant is hired that will be one of the duties. John Maher has confirmed his assistance to get GIS fully utilized.

2. Air Packs for Fire Company. In response to a memo from Chief Armitage to the Fire Company, Jon Faust stated that there was no deal or make any type of arrangements with Joe Deurr. Jon asked Attorney Karasek about the company who is contacting the Fire Company regarding recovering the air packs. Jon informed the company that it is in the hands of the attorney. Attorney Karasek referenced a letter from a collection company in Bethlehem regarding the air packs. Chief Armitage stated that the Northampton District Attorney recommends that charges are filed.

3. Floodplain Ordinance. Attorney Karasek informed Council that he will be unable to attend the Wind Gap Borough Council meeting scheduled for July 14, 2014 that includes the proposed adoption of the ordinance because of a prior meeting commitment. He will have Wind Gap's meeting covered one way or another.

4. Salt Shed. Chief Armitage asked if the dog kennel will be coming down when the salt shed is removed. George stated that the intent is to try and save the kennel during the dismantling of the salt shed, but it must be safe for the dogs and the Animal Control Officer.

On motion by Tony Curcio to adjourn the meeting of June 17, 2014. Council agreed unanimously. The meeting of June 17, 2014 adjourned at 8:53 p.m.

Louise Firestone, Borough Administrator